

NOTICE OF SPECIAL MEETING

Pursuant to Section 54956 of the Government Code of the State of California, a Special Meeting of the **PARKS AND COMMUNITY SERVICES COMMISSION** is hereby called for:

Date/Time: **Thursday, December 12th, 2019, 5:00 p.m.**
(or as soon thereafter as possible)

*******NOTE LOCATION CHANGE*******

Location: **City Hall – Room 203**
333 Civic Center Plaza
Tracy, CA 95376

Government Code Section 54954.3 states that every public meeting shall provide an opportunity for the public to address the Parks and Community Services Commission on any item, before or during consideration of the item, however no action shall be taken on any item not on the agenda.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. *Items from the Audience - In accordance with Procedures for Preparation, Posting and Distribution of Agendas and the Conduct of Public Meetings, adopted by Resolution 2015-052, any item not on the agenda brought up by the public at a meeting, shall be automatically referred to staff. If staff is not able to resolve the matter satisfactorily, the member of the public may request a Commission Member to sponsor the item for discussion at a future meeting.*
5. Appoint 3 Parks Commissioners to Serve on the CDBG Subcommittee to Evaluate and Rank CDBG and Home Funds Applications and Make Funding Allocation Recommendations for the 2020/2021 Fiscal Year
6. Items from the Commission
7. Items from the Audience
8. Adjournment to next Regular Meeting: February 6, 2020

Posted: December 11, 2019

The City of Tracy complies with the Americans with Disabilities Act and makes all reasonable accommodations for the disabled to participate in public meetings. Persons requiring assistance or auxiliary aids in order to participate should call City Hall (209-831-6000), at least 24 hours prior to the meeting.

Any materials distributed to the majority of the Parks and Community Services Commission regarding any item on this agenda will be made available for public inspection in the Parks & Recreation Department located at 333 Civic Center Plaza, Tracy, during normal business hours.

CITY OF TRACY
PARKS AND COMMUNITY SERVICES COMMISSION MEETING
December 12, 2019

AGENDA ITEM 5

REQUEST

APPOINT A THREE MEMBER SUBCOMMITTEE TO EVALUATE AND RANK CDBG AND HOME FUND APPLICATIONS AND MAKE FUNDING ALLOCATION RECOMMENDATIONS FOR THE 2020/21 FISCAL YEAR

BACKGROUND

Community Development Block Grant (CDBG) and Home Investment Partnership Program (HOME) funds are allocated to cities and counties by the United States Department of Housing and Urban Development (HUD) for use in projects, programs, and services that demonstrate a benefit to low and moderate income persons by providing “decent housing, a suitable living environment, and for expanding economic opportunities.” Applicants must meet one of HUD’s National objectives and criteria for eligibility.

On November 15, 2016, City Council approved the following CDBG and HOME local funding priorities through Fiscal Year 2021-2022 based on recommendations from the Parks and Community Services Commission:

CDBG Public Services Category:

- 1 Food Distribution Services
- 2 Homelessness Prevention, Intervention and Transitional Housing Services
- 3 Senior and Special Needs Services
- 4 Domestic Violence Services
- 5 Youth Education and Enrichment Services

CDBG Public Facilities/Improvements Category:

- 1 Public Parks and Facilities
- 2 Removal of Architectural Barriers (ADA)

HOME Program:

- 1 Address issues of public safety, health and welfare;
- 2 Rehabilitate residential properties occupied by low income persons; and,
- 3 Partner to construct income restricted family and senior housing facilities.

DISCUSSION

The City of Tracy’s estimated CDBG allocation for FY 2020-2021 is approximately \$478,056. Funding for CDBG public service activities is capped at 15% of the City’s annual allocation. The remaining 85% of the annual allocation will be dedicated to public facilities and public improvement projects, and program administration. Estimated dollar amounts by program category are below:

- Public Services = \$71,708
- Public Facilities / Improvements = \$345,396
- Program Administration = \$60,952

Additionally, an estimated appropriation of Federal HOME Investment Partnership Program (HOME) funds in the amount of \$154,000 will be available for general housing activities such as: homeowner housing re-construction and/or rehabilitation, new construction of affordable housing and other eligible activities.

As a grant program partner of the County, the City of Tracy will accept CDBG/HOME applications for services and projects in the city and make priority ranked funding recommendations to San Joaquin County for a final selection of grant awardees.

The role of the subcommittee will be to review received applications for consistency with adopted local funding priorities, score and prioritize the funding of applications, and make a funding allocation recommendation to the full Commission, which will then provide a formal recommended action to the City Council. The City Council will be asked to review and accept the recommendation of services and projects for final approval by the San Joaquin County Board of Supervisors.

CDBG/HOME applications for FY 2020-21 will be made available to the public on December 13, 2019. The deadline for application submittal is January 13, 2020. Staff will hold a public outreach meeting on January 9, 2020 to answer questions regarding the application requirements and process.

The CDBG subcommittee will conduct a public meeting to review, score, and rank the applications following the application deadline. The process will incorporate the CDBG/HOME scoring template and the public service category funding allocation formula approved by the Parks Commission on December 7, 2018 through Fiscal Year 2021-2022. Provided is the allocation formula:

- The top two scoring public service program applications will be funded the requested amount up to a max of \$12,000 each.
- Applications ranked 3 and 4 will be funded the requested amount up to a maximum allocation of \$8,000 each.
- Applications ranked 5 and below will receive a \$5,000 allocation in order of applicant ranking until funds are exhausted.
- Any remaining funds less than \$5,000 will be distributed to applicants 5 and below until exhausted, so long as it does not exceed Tier 2 max amounts and their funding request.
- Should the City receive more funding than estimated, additional programs maybe funded in ranking order.

The subcommittee's recommendations will be presented to the Parks and Community Services Commission in February 2020. The Commission's recommendations will go before the City Council during a public hearing in March 2020.

RECOMMENDATION

That the Commission appoint a three-member subcommittee to evaluate, score and rank the CDBG and HOME fund applications and make funding allocation recommendations for the 2020-2021 Fiscal Year.

Prepared by: Vanessa Carrera, Economic Development Management Analyst

Approved by: Brian MacDonald, Parks & Recreation Director